



PUBLIC NOTICE

UNITED STATES DISTRICT COURT MIDDLE DISTRICT OF GEORGIA

Gregory J. Leonard, Clerk of Court

Effective January 1, 2004, the United States District Court for the Middle District of Georgia will permit payments for court-related fees and expenses to be made by credit card.

CREDIT CARD AUTHORIZATION FORM: Law firms, partnerships, professional corporations, and sole proprietorships may present or mail a Credit Card Authorization Form to the court which will permit any individual designated on the form to request services and charge the fees for such services to the credit card referenced on the form. This form must contain the original signature of the cardholder. The form will allow the designated individuals to charge to the account on file either via telephone or in person in any of our staffed offices located in Macon, Albany, Athens, Columbus, and Valdosta. The original forms will be stored in Macon's vault for safekeeping purposes. Copies of the forms will be stored in the vault in each of the other offices.

CREDIT CARD AUTHORIZATION FORM FOR CRIMINAL DEBT PAYMENTS:

Individuals wishing to charge criminal debt payments (*e.g.*, special assessment, restitution, fine etc.) via telephone must have a Credit Card Authorization Form for Criminal Debt Payments on file with the court. A copy of the cardholder's driver's license or other identification along with a copy of both sides of the referenced credit card must be returned with the form. The original forms will be stored in Macon's vault.

A copy of either form may be obtained by clicking on the appropriate hyperlink above, from the Forms section of this web site, or any of our staffed offices mentioned above.

Mail the original form to: **CLERK, UNITED STATES DISTRICT COURT
POST OFFICE BOX 128
MACON, GEORGIA 31202**

INDIVIDUAL CARDHOLDERS: A form is not necessary when a payment is being made in one of our offices directly by the cardholder; however, a photo ID is required to be presented in order to accept the credit card payment.

ACCEPTED CARDS: Visa, MasterCard, Discover, American Express, and Diners Club.

Further questions regarding credit card payments should be directed to Artis Carner at 478-752-0744.